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21 December 1953

MEMORANDUM FOR: THE INSPECTOR GENERAL  
SUBJECT : Request for Information on Training Matters.  
REFERENCE : Your Memorandum Dated 24 November 1953.

1. Attached for your review are the replies submitted by the DD/I Offices in response to the questions on training matters raised in your memorandum of 24 November 1953.

2. It is the opinion of the Offices in general that there is sufficient flexibility in the courses offered and the scheduling of them by the Office of Training to be responsive to their requirements. There is also general agreement that the present range of courses of the Office of Training is sufficient to encompass instruction on all responsibilities assigned to the Offices.

3. In reference to the present policy of mandatory attendance of all employees at the Basic Intelligence Course it is suggested, in line with the recommendation made by OCD and ORR, that consideration be given to the desirability of greater selectivity of students, including the feasibility of scheduling certain employees, as appropriate, only to that part of the course warranted by the individual's background and training needs.

4. Included in each of the Office replies is the information requested by you with respect to the training courses conducted by the Offices, the system in effect for recommending employee training, and the number of requests for exemption from mandatory training requested by the officers.

5. As evidenced by the Office replies, the DD/I area has found the services provided by the Office of Training to be most satisfactory. The Office of Training has been most cooperative in developing or locating courses to satisfy our training requirements and has serviced our day-to-day requirements in an efficient and effective manner.

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ROBERT AMORY, JR.  
Deputy Director/Intelligence

Attach.